

The Duncan Curling Club

Incorporated under the

“Societies Act”

R.S.B.C. 1960 and Amendments Thereto

Constitution

1. The name of the Society is:

“The Duncan Curling Club”

2. The objects of the Society are to promote, organize, conduct and manage the game of curling, to promote the welfare of the members of this society and those interested in curling, both socially and fraternally, and without limiting the generality of the foregoing to enhance and further the objects, scope and aims of this Society by promoting and fostering other branches of sports and social welfare for the benefit of the community generally.

Includes Amendments of:

May 26, 2006, September 30, 2010 & September 27, 2018

The Duncan Curling Club

(Referred to herein as the Club)

By-Laws

Definitions

In these Bylaws:

“Act” means the Societies Act of British Columbia as amended from time to time

“Board” means the directors of the Society

“By-laws” means these By-laws as amended from time to time

Conflict with Act or Regulations

If there is a conflict between these By-laws and the Act or the regulations under the Act, the Act or the regulations, as the case may be, prevail.

By-Law #1

Registered Office

The registered office of the club shall be at 3191 Sherman Road, Duncan, Province of British Columbia.

By-Law #2

Seal

The Seal of the Club shall be a circular disc circumscribing the words “The Duncan Curling Club”, an impression of which is shown in the margin hereto.

The Seal shall not be affixed to any deed, instrument or document of any description save by resolution of the Board of Directors and in the presence of the Chairperson of the Board and any Director or any two of them who shall respectively testify by their signatures that the Seal was duly affixed in their presence.

By-Law #3

Classification of Membership

The membership of the Club shall consist of honorary life members and members with the rights and privileges herein defined.

(A) Honorary Life Members

Honorary Life Members are those persons duly elected to membership for life at a general meeting of the Club by unanimous vote of the members present, in recognition of important and meritorious services rendered to the Club.

Honorary Life Members shall be entitled to all the privileges of the Club, including eligibility for office and the right to vote.

(B) Members

Members are those persons who have paid the annual curling dues for at least one league. Their membership shall commence on October 1st of the year they curl, and end on September 30 of the following year.

Members shall be entitled to all the privileges of the Club including eligibility for office and the right to vote.

By-Law #4

New Membership Requirement Determination

The determination of new member requirements shall vest in the Board of Directors, save and except where otherwise in these by-laws provided. They shall formulate rules from time to time stating the requirements of the Club for determination of new members. The rules so formulated, and any change therein shall be posted for a period of at least fourteen (14) days on the notice board in the registered office of the Club immediately after formulation or change, and thereafter be available at the registered office of the Club for the inspection of any member or proposed new member on request.

By-Law #5

Membership Fee

The Membership Fee shall be the sum of \$1.00 or such other sum as the members shall decide at an Annual General Meeting or Extra-ordinary General Meeting of the Club. The membership fee shall be paid by each member in such manner and at such time as the Board of Directors may decide. All fees paid to become a member of Duncan Curling Club would be non-refundable.

By-Law #6

Annual Dues

The amount of annual dues payable shall be fixed by the Board of Directors and shall be posted on the notice board at the registered Office of the Club, one week prior to the start of the curling season, and such annual dues shall be payable by the Members in accordance with such posted notice.

By-Law #7

Withdrawal from or loss of Membership

Membership in the Club shall be forfeited on the occurrence of any of the following events:

1. The failure, neglect or refusal to pay any dues, fines or other legal demand, for thirty (30) days from the date when the same became due and payable, unless the Board of Directors by resolution shall grant a further extension.
2. On the acceptance by the Board of Directors of the written resignation of any person in any classification of membership.
3. On the expulsion of any person in any classification of membership for cause deemed sufficient by the Board of Directors.

By-Law #8

Forfeiture of Membership

On the withdrawal from or loss of membership, the person in any classification of membership so withdrawing or losing membership shall forfeit all privileges of membership in the Club.

By-Law #9

Fines

The Board of Directors may fine any person, in any classification of membership such amount as is permitted by the "Societies Act" or suspend from membership any person in any classification of membership for breach of any rules or for other just cause for such period as the Board of Directors may in its discretion determine.

By-Law #10

Board of Directors

The Board of Directors shall consist of a minimum of 3 Directors and a maximum of 12 Directors, from which the Board of Directors will elect, annually, a Chairperson for the Board of Directors. From time to time the Board of Directors may set and recommend the number of Directors between 3 and 12 as to what the Board determines is required for the following year. The members shall elect Directors to fill any vacancies at the Annual General Meeting or Extraordinary General Meeting of the Club as provided in the By-Laws.

Directors shall be elected annually for a two year term effective from the date of the Annual General Meeting at which they are elected until the date of the second Annual General Meeting following that at which they are elected, and each shall be eligible for re-election to any office in the Club. As practically as possible Directors terms shall be staggered to provide for continuity year to year.

Should any vacancy occur in the Board of Directors, the remaining members shall continue to act notwithstanding such vacancy, and the acts of such remaining members shall be valid. Any member of the Club may be appointed by the Directors to the Board of Directors to fill a vacancy until the next Extraordinary General Meeting or Annual General Meeting of the Club.

The Club may, at any Annual General Meeting or Extraordinary General Meeting called for the purpose, remove any member of the Board of Directors from office for cause, before the expiration of

their period of office, and may at such Annual General Meeting or Extraordinary General Meeting elect any other member to the Board of Directors to fill the vacancy so created for the unexpired term of the member so removed.

A quorum of the Board of Directors shall consist of a majority of the Board of Directors then in office.

A resolution in writing asserted to by the signature of each member of the Board of Directors shall be as effectual, and of the same force as though it had been duly passed at a meeting of the Board of Directors.

No voting member of the Board of Directors will be remunerated or receive other financial benefit for their services to the organization, regardless of the type of service performed to the Club.

By-Law #10-A

Nominating Committee

A nominating committee shall be formed by the Chairperson of the Board, or a volunteer from the members who shall report to the Annual General Meeting their selection of candidates for office. Notwithstanding the aforesaid, nominations from the floor by members shall be accepted for any office at the Annual General Meeting provided any person(s) so nominated is present and acknowledges their willingness to stand for office.

By-Law #11

Powers of the Board of Directors

The business, discipline and management of the Club shall vest in the Board of Directors, save and except such powers that are expressly by the "Societies Act" R.S.B.C. and any amendments thereto or by these by-laws are required to be exercised by the Club at any Annual General Meeting or Extraordinary General Meeting, but no by-law made by the Club at such meetings shall invalidate any prior act of the Board of Directors which would have been valid if that by-law had not been made.

The Board of Directors may meet together for the dispatch of business, adjourn and otherwise regulate their meetings as they think fit. Questions decided at such meetings shall be decided by majority vote. In the event of equality of votes the Chairman shall have a vote.

Any three members of the Board of Directors may, on the requisition of any such members summon a meeting of the Board of Directors.

The Board of Directors may delegate any of their powers to committees consisting of members of the Board of Directors as they may deem expedient, and any committee so formed shall, in the exercise of the powers so delegated, conform to any regulations that may be imposed upon them by the Board of Directors. A majority vote of such committees shall govern, and a quorum of such committees shall be a majority. The Chairman of such committees, if not chosen by the Chairperson of the Board or otherwise provided for, shall be chosen by the Committee. The Chairman of such Committee shall have a vote in the event of an equal vote. A committee may meet, adjourn and otherwise regulate their procedure as they shall think fit.

All acts done at any meeting of the Board of Directors or committee thereof, or any person acting as a member of the Board of Directors or committee thereof shall, notwithstanding, that it afterwards be discovered that there was some defect in the appointment(s) of any member or members or that they or any of them were disqualified, be as valid as if every such member or members had been duly appointed and was qualified as a member of the Board of Directors or committee thereof.

By-Law #12

Chairperson of the Board of Directors

The Chairperson of the Board shall preside at all meetings of the Board of Directors and at all meetings of the members of the Club and shall preserve order and shall apply and enforce all By-Laws and rules of the Club. They shall appoint members of the Board of Directors to all Committees. They shall watch over the assets and records of the Club, and perform such other acts and duties as may be incident to their office, and may properly be required of them from time to time by the Board of Directors. They shall call Extraordinary General Meetings of the Club and meetings of the Board of Directors whenever they shall deem it necessary, and shall act as an ex-officio member of all committees. The Chairperson of the Board may delegate any of their duties as they deem expedient. The Chairperson will not have a vote on the Board of Directors except in the event of equality of votes amongst Directors, or members.

If the Chairperson is unable to attend a meeting, or is not able to preside within 15 minutes from the time set for holding the meeting, the voting members who are present must elect an individual present at the meeting to preside as the Chair.

By-Law #13

Banking

The Bank or Depository of the funds of the Club shall be such Bank or Depository as may from time to time be determined by the Board of Directors.

All cash, cheques, drafts, notes and other negotiable instruments received, shall be deposited in the Bank or Depository within a reasonable time of their receipt, and all disbursements for the payment of accounts, services rendered and other payments shall be made by cheque, draft or money order drawn on the bank or depository, the authority for such cheque, draft or money order shall be signed by the proper Officers of the Club as authorized from time to time by the Board of Directors, or these By-Laws.

By-Law #14

Annual Financial Statements

The Board of Directors shall ensure that accountant Prepared Annual Financial Statements of the Club shall be completed within ninety (90) days after the Club's fiscal year-end and be presented to the membership at its Annual General Meeting.

The accountant shall present the General Meeting of the Club with a Statement of Assets and Liabilities, a Statement of Profit and Loss together with other schedules as directed by the Board of Directors

The accountant appointed shall not be a staff member or member of the Board of Directors.

The Board of Directors may have the statements audited, or reviewed by an Audit and Finance Committee of the Board.

By-Law #15

Fiscal Year

The fiscal year of the Club shall terminate on the 30th day of April, in each year.

By-Law #16

Annual General Meeting

The Annual General Meeting of the members of the Club having the right to vote shall be held at the registered office of the Club in the month of September or as specified by the Act.

Order of Business at the Annual General Meeting shall be:

1. Reading of Minutes of the last Annual General Meeting.
2. Reading of Minutes of Extraordinary Meetings for the past year.
3. Report of the Chairperson of the Board.
4. Financial Report.
5. Election of the Board of Directors.
6. Other business.
7. Adjournment.

By-Law #17

Extraordinary General Meetings

All General Meetings of the members of the Club having a right to vote, other than the Annual General Meeting, shall be Extraordinary General Meetings, and shall be called by the Chairperson of the Board, or as otherwise provided in the By-Laws, at a place designated by the Directors.

An Extraordinary General Meeting may be called on the written requisition signed by any 10 percent of the members of the Club having the right to vote addressed to the Chairperson of the Board and stating therein the general nature of the business to be transacted. Such request must state, in 200 words or less, the business to be considered at the meeting, including any special resolution the requisitionists wish to have considered at the meeting.

Order of Business at an Extraordinary General Meeting shall be:

1. Reading of the Minutes of the last Extraordinary General Meeting.

2. Business for which the Meeting is called.
3. Election of members to vacancies in Board of Directors, if any.
4. Adjournment.

By-Law #18

General Meetings

A general meeting of all classifications of membership may be called at any time by the Chairperson of the Board. Such general meetings may be for any purpose other than dealing with election of members to office, of the Board of Directors.

By-Law #18A

Notice of General Meetings

Written notice of the date, time and location of a general meeting must be sent to every member of the society by email to the email address provided by the member at least 14 days prior to the meeting and posted on the Club website available to all members of the Club for at least 21 days prior to the meeting and ending when the meeting is held, and visibly posted on the bulletin board at the Club for the same 21 day period. Alternatively, the notice may be provided under other options within the Act.

By-Law #19

Quorum

Twenty (20) of the members having the right to vote present at any Annual General Meeting or Extraordinary General Meeting shall constitute a quorum. If within one-half hour of the time appointed for such meeting, a quorum is not present, the meeting if called by requisition of members, shall be dissolved and in every other case shall stand adjourned to the same day, time and place in the next week, and if at the adjourned meeting, a quorum is not present within one-half hour of the appointed for the meeting, the members present shall constitute a quorum.

By-Law #20

Notices

Any notice may be given by the Club to any classification of membership in writing, either personally or by sending it by prepaid post to the address last registered in the records of the Club, or by Email to the Email address given by the member. When a notice is sent by post, service of the notice shall be deemed to have been made, by properly addressing, numbering and posting the notice or the envelope containing the notice and the notice shall be deemed to have been served the day following the date of posting.

By-Law #21

Motions and Resolutions

All motions and resolutions proposed to be made at any Annual General Meeting or Extraordinary General Meeting shall, upon request of the Chairperson of the Board or Chairperson of the Meeting, be reduced to writing and shall be signed by the Mover and Seconder. A motion or resolution that has been voted upon and failed to pass, shall not be submitted again at the same meeting, even if in different form but of the same substance. All motions and resolutions shall require a majority vote to be carried, unless otherwise provided by these By-Laws or the "Societies Act". R.S.B.C.

By-Law #21A

Borrowing Powers

The Directors may borrow, or raise or secure the repayment of such sum or sums in such manner and upon such terms and conditions in all respects as they see fit, and, in particular, by the issue of bonds, perpetual or redeemable debentures or debenture stock, or any mortgage, charge, or other security on the undertaking of the whole of the Society; provided, however, that none of these powers shall be exercised except in accordance with the sanction of a resolution passed by a two-thirds majority of the members of the Society present and entitled to vote at a regular or special meeting, and provided each member of the Society shall be given proper notice of the meeting and of the proposed scheme to raise or secure moneys to be voted on at the meeting.

By-Law #22

Voting

At all Annual General Meetings and Extraordinary General Meetings all voting on motions or resolutions shall be by a show of hands in the first instance, and if required by the Chairperson of the Board or Chairperson of the meeting, or upon demand from the floor, a standing vote shall be taken.

On the election of the Board of Directors, all voting shall be by show of hands, unless a member requests a Ballot, upon which each member entitled to vote shall write the name of the member or members for whom they are voting.

In the event of an equality of votes the Chairperson of the Board or Chairperson of the meeting shall have a casting vote.

A declaration by the Chairperson of the Board or Chairperson of the meeting that a motion or resolution has been carried by a sufficient majority or lost, as the case may be, and an entry to that effect in the minute book of the Club shall be conclusive evidence of the fact without proof of the number of votes in favour or against such resolution.

By-Law #23

Inspection of Accounts and Records

The Board of Directors shall from time to time determine whether, and to what extent, and at what time and place, and under what conditions the accounts and records of the Club, or any of them shall be open for the inspection of any classification of membership. No such members, other than members of

the Board of Directors, shall have any right of inspection of accounts or records or documents of the Club, except, as may be conferred by the Act, authorized by the Board of Directors, or by resolution of the Club in Annual General Meeting or Extraordinary General Meeting.

By-Law #24

Alteration of By-Laws

Notice of any proposed Extraordinary Resolution to create any addition, repeal or alteration of any of these By-Laws, shall be signed by the proposed Mover and Seconder, and posted on the notice board at the Registered Office of the Club and on the Club website, at least twenty one (21) days prior to the Extraordinary General Meeting and notice sent to each member by Email at least 14 days prior to the meeting, at which the extraordinary resolution will be proposed. Such extraordinary resolution shall require a majority of two-thirds of the votes cast at the Extraordinary General Meeting, or any adjournment thereof, called for the purpose. All other notices as required by the Act will also be complied with.

By-Law #25

Proxies

No proxies shall be recognized at any meeting of the Club.

By-Law #26

Dissolution Clause

In the event of the dissolution of the Club, after all debts have been paid or provision for payment has been made, the assets remaining will be transferred to a society with a similar or like nature as that of the Club, to be named at the time of dissolution.

By-Law #27

Location

The operations of the Society shall be carried on within the Vicinity of Duncan in the Province of British Columbia.

DATED at the City of Duncan in the Province of British Columbia, this ____ day of _____ A.D..

Witness:

Signature: original signed by _____

Name _____

Signature: original signed by _____

Name _____

Address . _____

Occupation _____

Address . _____

Occupation _____